



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Operations Committee will be held on Monday 3<sup>rd</sup> October 2022 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint to which all members of this Committee are summoned to attend.

### AGENDA

- 1. Apologies for absence.**
- 2. Declarations of interest relating to items on the Agenda.**
- 3. Minutes of the previous meeting.**

Minutes of the previous Finance and Operations Committee meeting held on Tuesday 30<sup>th</sup> August 2022.
- 4. Matters Arising from the minutes**
  - a) Sparrow Park sign (minute 47-22F&O (a) refers).
  - b) Caravan disposal and gazebo purchase for St. John Ambulance (minute 47-22F&O (c) refers).
  - c) Installation of defibrillator at Torpoint Community Fire Station and defibrillator training (minute 47-22F&O (d) refers).
  - d) Civic Functions (minute 47-22F&O (e) refers).
  - e) Memorial bench in memory of Mr Powles (minute 47-22 (f) refers).
- 5. To consider Policies referred to this Committee**
  - a) Reserves Policy (to follow).
  - b) Financial Regulations and Best Value Statement (to follow).
  - c) Business Continuity Plan (to follow).
  - d) New Projects Procedure (to follow).
  - e) Health and Safety Policy (to follow).
- 6. To consider the Council Risk Management**
  - a) Creditors/Debtors (to follow).
  - b) Budget Variance – Finance and Operations Committee responsibilities (August 2022 Budget Variance Information) (as circulated).
  - c) Operations Report - Report on any matters relating to council assets, facilities and operations, including the Library and Christmas Lights (as circulated - report from the Operations Manager).
  - d) Confirm fixed asset / condition register (as circulated).
  - e) Cloud voice proposal from BT Business (as circulated).
- 7. Planning Applications**

None.
- 8. Items Referred to this Committee**
  - a) Consultation – Statement of Principles under Gambling Act 2005, Draft revised Gambling Act Statement of Principles – Cornwall Council Public Protection (as circulated).

**9. Health and Safety**

- a) Reports and any new, proposed regulations/legislations and current issues.
- b) Fire Risk Assessment for all buildings.

**10. Correspondence**

- a) Cornwall Air Ambulance Grant (thank you) – Cornwall Air Ambulance (as circulated).
- b) Briefing Analysis of Council Tax Levels of Local Precepting Authorities – NALC (as circulated).
- c) Antony Estate News and Events – Antony Estate (as circulated).
- d) Critical Control Centre Firefighter – J Rickard (as circulated).
- e) GDPR/Data Protection Act 2018 renewal fee due 03/11/2022 –Information Commissioner’s Office (as circulated).
- f) Pensions Employer Newsletter – Cornwall Pension Fund (as circulated).
- g) Citizens Advice Autumn Newsletter – Citizens Advice Cornwall (as circulated).

**11. Climate Emergency Action Plan**

- a) To consider the actions relating to this Committee.
- b) Environment Policy (to follow).

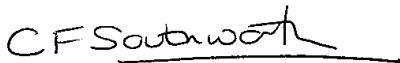
**12. Accounts for Payment.**

PAYEE	Invoice Number	Total	TAX	NET	Description
Curtis Whiteford Crocker Solicitors	36517	420.00	70.00	350.00	Professional Charges – independent legal advice
Biffa	522C67143	33.48	5.58	27.90	Waste Library Recycling 23/08/22 – 20/09/22
Biffa	522C67144	46.69	7.78	38.91	General Waste Library 24/08/22 – 21/09/22
Biffa	522C67145	33.48	5.58	27.90	Council Chambers Recycling 23/08/22 – 21/09/22
Biffa	522C67146	60.95	10.16	50.79	General Waste Council Chambers 24/08/22 – 21/09/22
Complete Weed Control	SW3376	1,632.00	272.00	1,360.00	Weed spray pavements September 2022
Cornwall Council	8100297603	96.00	0.00	96.00	Seagull Proof Sacks, plus delivery

**13. Date of next meeting.**

Monday 31<sup>st</sup> October 2022.

**14. Any Business that has been disclosed to the Chairman and members prior to the meeting.**



Mrs C F Southworth Cert (HE), BA (Hons), FSLCC  
Town Clerk and RFO

Tuesday 27<sup>th</sup> September 2022